Bylaws

Article I: Name

Belfast Area High School Chapter of the National Honor Society.

Article II: Purpose

The purpose of this chapter shall be to create enthusiasm for scholarship, stimulate a desire to render service, promote worthy leadership, and encourage the development of character in the students of Belfast Area High School.

Article III: Powers

Section 1. This chapter operates under the direction of and in full compliance with the NHS National Constitution. (See www.nhs.us/constitutions)

Section 2. The chapter adviser(s) are given the authority to supervise the administration of chapter activities, as delegated by the school principal.

Section 3. The final authority on all activities and decisions of the chapter resides with the school principal. (See Article V, Section 1 of the NHS National Constitution.)

Section 4. Our chapter of NHS maintains policies and practices that are designed to prevent discrimination against any qualified candidate or member on the basis of race, color, religion, ancestry, national origin, sexual orientation, gender, gender identity, and disability. This policy of nondiscrimination applies to all practices, including the chapter administration and the selection, discipline, and dismissal of members.

Article IV: Membership

Section 1. Membership in this chapter is an honor bestowed upon deserving students by the faculty and shall be based on the criteria of scholarship, service, leadership, and character.

Section 2. Membership in this chapter shall be known as active or alumni. Active members become alumni members at graduation. Alumni members have no voice or vote in chapter affairs.

Section 3. Eligibility:

a. Candidates eligible for selection to membership in this chapter must currently be enrolled as a member of the junior or senior class.
b. Candidates eligible for selection to membership in this chapter must have been enrolled for one full semester at Belfast Area High School.
c. Class of 2025 and 2026 candidates eligible for selection to the chapter shall have a minimum cumulative GPA of 90 on a 100-point scale.
d. Class 2027 candidates and beyond who are eligible for selection to the chapter shall have a minimum cumulative GPA of 93 on a 100-point scale.
e. Upon meeting the grade level, enrollment, and GPA standards, candidates shall then be considered for membership based on their service, leadership, and character.

Article V: Selection of Members

Section 1. The selection of members to this chapter shall be by a majority vote of the anonymous Faculty Council, which consists of five faculty members appointed by the principal. The chapter adviser shall be the sixth, nonvoting, ex officio member of the Faculty Council.

Section 2. The selection of active members shall be held once a year during the second semester of the school year.

Section 3. Prior to the final selection, the following shall occur:

a. Students' academic records shall be reviewed to determine scholastic eligibility.
b. All students who are eligible scholastically shall be notified and asked to complete and submit the candidate information form for further consideration.
c. The faculty shall be requested to evaluate candidates determined to be scholastically eligible using the official input form provided by the chapter adviser.
d. The Faculty Council shall review the candidate information forms, faculty input, and other relevant information to determine those who fully meet the selection criteria for membership.

Section 4. Candidates become members when inducted at the induction ceremony.

Section 5. An active member of the National Honor Society who transfers from this school will be given an official letter indicating the status of their membership.

Section 6. An active member of the National Honor Society who transfers to this school will be automatically accepted for membership in this chapter. The transferring member shall have one semester to attain local membership requirements and, thereafter, must maintain those requirements in order to retain membership.

Article VI: Obligations of Members:

Section 1. Annual dues for this chapter shall be $0. No dues are required for the Belfast Area High School National Honor Society Chapter.

Section 2. Each member of this chapter who is in good standing with regard to the membership standards and member obligations shall be granted the privilege to wear the emblem adopted by the National Honor Society.

Section 3. Any member who withdraws, resigns, or is dismissed from the chapter shall surrender the privilege of wearing the emblem to the chapter.

Section 4. Chapter members who are seniors in good standing shall be granted the privilege of wearing National Honor Society stoles at graduation.

Section 5. Local membership obligations include the following:

- Members involved in tech programs or other commitments preventing regular attendance may make alternative arrangements with the advisor(s).
- Members must help run the school's recycling program.
- Members must complete a minimum of two advisor-approved service activities each semester, including at least one NHS-sponsored project. Additionally, one of the required service projects per year must be an approved individual activity. All required service activities must be completed solely for NHS and cannot fulfill requirements for other school organizations.
- Members must assist with chapter fundraising. Funds are used to purchase t-shirts, provide scholarships to chapter members, and finance service projects.
- Members must assist with the induction of new members.
- Members must consistently demonstrate character by exhibiting honesty and integrity while adhering to all school rules and laws.
- Members must actively participate in chapter communication, including emails, sign-ups, and surveys.

Article VII: Officers

Section 1. The officers of the chapter shall be president, vice president, secretary, treasurer, and historian.
Section 2. Student officers shall be elected in May. All returning members in good standing who plan to be enrolled at the school the following year are eligible to run for a position as an officer. New officers are expected to work with current officers in May and June to ensure a smooth transition.
Section 3. Voting shall be by secret ballot. A majority vote shall be necessary to elect any officer of this chapter. If the first vote does not yield a majority, a second vote shall be taken of the two candidates receiving the highest number of votes.
Section 4. It shall be the duty of the president to preside at the meetings of the chapter, serve as the official representative of the chapter at school and community functions, work with the secretary and advisor to create meeting agendas, attend officer meetings as scheduled, and regularly check and respond to emails.
Section 5. The vice president shall preside in the absence of the president, keep a record of members' contributions to leadership and service, place announcements for meetings to be read in the morning, email announcements and other communications to members, attend officer meetings as scheduled, and regularly check and respond to emails.
Section 6. The secretary shall work with the president and advisor(s) to create meeting agendas, record the minutes for meetings, attend officer meetings as scheduled, and regularly check and respond to emails.
Section 7. The treasurer shall keep a record of business expenses, dues, and all other financial transactions of the chapter, work with the front office to provide monthly updates of accounts and allocate money for all expenses, help to spearhead fundraising initiatives, attend officer meetings as scheduled, and regularly check and respond to emails.
Section 8. The historian shall maintain an accurate and up-to-date NHS bulletin board, take pictures at events, write articles for the school newsletter, take attendance at full meetings, attend officer meetings as scheduled, and regularly check and respond to emails.
Section 9. Officers and the faculty adviser(s) shall collectively be known as the chapter's executive committee. The executive committee shall establish annual goals for the chapter and have general charge of the meetings and the business of the chapter. Any action by the executive committee is subject to the review of the chapter members.

Article VIII: Meetings

Section 1. Regular meetings of this chapter shall occur during lunch once or twice a month. The vice president will notify members via email and morning announcements.
Section 2. This chapter shall conduct its meetings according to Robert's Rules of Order.
Section 3. Members are expected to attend all chapter meetings. Absences should be communicated with the advisor(s) and chapter president before scheduled meetings unless there are extenuating circumstances. Excessive (three or more) or unexcused absences may result in probation or dismissal from the chapter.

Article IX: Activities

Section 1. The chapter shall participate in multiple service projects each year.
Section 2. Members must complete a minimum of two advisor-approved service activities each semester, including at least one NHS-sponsored project. Additionally, one of the required service projects per year must be an approved individual activity. All required service activities must be completed solely for NHS and cannot fulfill requirements for other school organizations.
Section 3. These projects shall have the following characteristics: fulfill a need within the school or community, have the support of the administration and the faculty, be appropriate and educationally defensible, and be well-planned, organized, and executed.

Section 4. Each member shall have the responsibility for choosing and participating in an individual service project that reflects their particular talents and interests and is approved by the chapter adviser. This is in addition to the chapter projects to which all members contribute.

Section 5. The chapter shall publicize and promote its projects in a positive manner.

Article X: Discipline and Dismissal of Members

Section 1. Any member who falls below the standards of scholarship, service, leadership, or character may be considered for discipline or dismissal from the Belfast Area High School chapter of the National Honor Society. Members of the National Honor Society are expected to maintain their academic standing and take an active role in service and leadership in their school and community.

Section 2. If a member's cumulative GPA falls below the standard in effect when they were selected (90 for the classes of 2025 & 2026 and 93 for the class of 2027 and beyond), they will be given a written warning and a reasonable time period for improvement. If the cumulative GPA remains below standard at the end of the warning period, the student will be subject to further disciplinary action by the Faculty Council that can include consideration of dismissal from the chapter.

Section 3. Violations of the law or school regulations can result in immediate consideration of the dismissal of a member (see Section 5 below). These violations include, but are not limited to DWI; stealing; destruction of property; cheating; truancy; or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities or in the community.

Section 4. Offenders of the school conduct code (such as the use of profanity, failure to comply, unexcused absences, and excessive tardiness) will receive a written warning notification. A conference may be requested by either party (Faculty Council or student/parent). If the member is involved in another violation of the school conduct code, the member may be considered for dismissal.

Section 5. Chapter officers, as representatives of the chapter, can be removed from their positions as a consequence of disciplinary action taken by the Faculty Council.

Section 6. In all cases of pending dismissal:

a. The member will receive written notification from the adviser/Faculty Council indicating the reason for consideration of dismissal.
b. The member will be given the opportunity to respond to the charge(s) against them at a hearing before a Faculty Council prior to any vote on dismissal (in accordance with due process identified in Article X of the NHS National Constitution). The member has the opportunity to present their defense either in person or via written statement presented in lieu of the face-to-face hearing. Following the hearing, the Faculty Council will then vote on whether to dismiss. A majority vote of the Faculty Council is needed to dismiss any member.
c. The results of the Faculty Council vote will be presented to the principal for review and then stated in a letter sent to the student and their parents. Dismissed members must surrender any membership emblems to the adviser.
d. The Faculty Council's decision may be appealed to the building principal and afterward according to provisions of the school district discipline policies within ten days of the decision according to the chapter appeal process.
e. A member who is dismissed or resigns may never again be considered for membership in the National Honor Society.

Section 7. In lieu of dismissal, the Faculty Council may impose disciplinary sanctions upon a member as deemed appropriate.

Article XI: Ratification, Approval, and Review

Section 1. These bylaws will be approved upon receiving a two-thirds affirmative vote of all active members of the chapter, a majority affirmative vote of the Faculty Council, and approval by the administration.

Section 2. These bylaws shall be reviewed and if necessary, revised within five years from the date of approval noted on this document.

Article XII: Amendments

These bylaws may be amended by a two-thirds vote of the chapter, provided notice of the proposed amendment has been given to members at least one month prior to the vote. The exceptions are Articles V and X, which are developed by the faculty council with the approval of the principal (selection and discipline).

Approved on _____

Signatures:

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Chapter President, Adam Tomalty

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Chapter Secretary, Connor Bowles

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Chapter Adviser, Heidi O'Donnell

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Chapter Adviser, Ruth Richards

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Principal, Jeff Lovejoy